

Little Traverse Bay Bands of Odawa Indians

Job Posting



Job Title:	Great Lakes Fisheries Management Technician
Department:	Natural Resources Department
Reports to:	Great Lakes Fisheries Program Manager
Salary Range:	\$17.07 to \$23.89 per hour/(\$35,496 to \$49,694) Annually
Status:	Non-Exempt
Level:	B22
Opens:	March 09, 2021
Closes:	March 23, 2021

SUMMARY: Provides support to the Great Lakes Fisheries Program and Natural Resources Department by participating in fieldwork, data management, and tribal commercial and subsistence fisheries management activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Field

- Conduct and manage fisheries program assessments including spring Lake Wide Assessment Plan (LWAP), yellow perch, whitefish, sturgeon and lake trout.
- Assist with field work planning including schedule, location, assessment type, equipment, and effort.
- Trailer and operate 20-35ft research vessels in poor weather conditions, occasionally at night
- Operate a gillnet lifter, winch, and other hydraulics-driven equipment safely and effectively
- Deploy and retrieve a variety of gear types (gill nets, midwater and bottom trawls, seines, impoundment nets, hydroacoustics equipment, plankton nets, dredges)
- Conduct habitat assessments of spawning substrate, reef examination, conducting natural egg deposition assessments, predator assessments. (Scuba diving).
- Build and/or maintain nets, vessels, and sampling equipment
- Conduct biological sampling of commercial harvest

Lab

- Conduct lab work including fish processing, dissection, fish health assessment, sampling of fish tissues.
- Record data from fish samples including but not limited to: length, weight, clip, tag, sex, maturity, age, growth and diet information.
- Process and store sampled fish to food-safe standards (make available to Tribal membership).
- Analyze scale, fin and/or otolith samples for age determination using standard fisheries methods.

- Process fish diet, zooplankton, invertebrate, nutrient, water quality, and other biological samples.
- Clean, sanitize and maintain lab and fish processing area

Data Handling and Program Administration

- Collect, record, and conduct QAQC for all LTBB commercial and subsistence harvest reporting
- Maintain and manage commercial fishery access sites
- Utilize the ArcGIS to compile and display fisheries data.
- Enter fisheries-independent assessment data in appropriate data programs (e.g. Microsoft Access)
- Conduct basic statistical analysis of collected data and generate graphs
- Contribute to quarterly and year end reports for great lakes assessment activities.
- Assist with maintaining commercial and subsistence fishing handbooks, including regulations, fishing zone maps, catch reports, policies, and permit applications.
- Assist with Administration of commercial fishery assistance programs.
- Keep inventory of samples, nets, and supplies.
- Submit purchase orders for approval.
- Assist in office coverage as needed.
- Assist in Tribal public and youth education and outreach
- Increase job related skills by attending trainings, workshops, seminars and or classes.
- Other duties as assigned.

EDUCATION AND EXPERIENCE:

Bachelor's degree (B.S.) from four-year College or university required; 2 years of experience preferred

KNOWLEDGE, SKILLS AND ABILITIES:

Ability to work both independently and as a team member. Must have expertise with computer software, including Microsoft Office. Must have mechanical skills (e.g. plumbing, electrical, minor boat repair and maintenance, net building, fish tagging, etc.) and ability to address complex problems. Must be detail oriented.

PHYSICAL DEMANDS

While performing the duties of this job, the employee will be required to stand; walk; use hands, handle or feel; reach with hands and arms; climb or balance; swim, and stoop, kneel, crouch, or crawl especially when working with fisheries equipment on the lake. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 100 pounds, and occasionally move/maneuver equipment weighing more than 100 pounds.

WORK ENVIRONMENT

While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions and extreme outside weather. The employee will be frequently exposed to moving mechanical parts. Sometimes field duties may require long hours and/or traveling long distances in harsh weather conditions. Must be able to work on the great lakes in all weather conditions.

CERTIFICATES, LICENSES, REGISTRATIONS:

Must possess a valid driver's license, reliable transportation and be insurable for duration of employment. SCUBA certification preferred. Willingness and ability to achieve SCUBA certification required

COMMENTS:

Indian preference will apply. Individuals must pass a thorough background investigation, including criminal and employment.